

# EXHIBIT B

## Workforce Development Plan

### Concord Hospitality Enterprises Company Historic McPherson Hospital

#### PLAN OBJECTIVE:

The objective of this workforce development plan is to establish a partnership between the Durham JobLink and Concord Hospitality Enterprises Company (hereinafter referred to as Contractor) in which Contractor will utilize the Durham JobLink as a source for recruitment for positions that are created as a result of the Historic McPherson Hospital project.

This workforce development plan is referenced in the contract or agreement titled Economic Redevelopment and Historic Property Preservation Agreement between Concord Hospitality Enterprises Company and the City of Durham.

#### PLAN EXECUTION:

In executing this workforce plan, Contractor agrees to the following:

1. Contractor will utilize the Durham JobLink as a source for recruiting by notifying the Durham JobLink of specific job opportunities with contractors working on the project which occur during the life of the project as soon as the need is identified. Contractor will notify the Durham JobLink of positions through a detailed job description (the Durham JobLink Position Listing form may be used if a formal job description is not available). When able, Contractor will notify the Durham JobLink of positions that will be created after the construction phase (ex: a hotel is being constructed; both construction and hotel job opportunities may be provided at appropriate timeframe). It is understood that Contractor is under no obligation to hire referrals from the Durham JobLink, however a requirement of this workforce plan is for all subcontractors to list positions with the Durham JobLink and consider referrals from the Durham JobLink foremost before candidates from other sources. A list of all subcontractors shall be provided by Contractor prior to the start of the project for comparison to job listings recorded at the Durham JobLink at the end of the project.

It is the intent of the Durham JobLink to carefully screen individuals for the appropriate skill sets for prospective positions and to refer candidates that meet the knowledge, skills and abilities of those positions. The Durham JobLink services are provided to the Contractor on a prepaid basis by revenue generated through taxes.

Examples of the positions could include the following:

- a. Construction Clean-up Crew
  - b. Security Guards
  - c. Man/Material hoist operator
  - d. Truck Drivers
  - e. Equipment Operators
  - f. Skilled tradesman (i.e., Carpenters, Plumbers, Sheet Metal Workers, Iron Workers, Cement Finishers, Painters, etc.)
  - g. Clerical
  - h. Positions created after construction phase that are related to the final development (ex: hotel positions in the case of a hotel being built)
  - i. Others to be determined
2. Provide an orientation on worksite safety for all new hires recruited through the Durham JobLink. This orientation will include an overall synopsis of the construction project.
  3. Partner with the Durham JobLink to participate in job fairs/on-going recruitment opportunities/outreach events.
  4. Establish Minimum Qualifications Criteria for potential candidates to include the following for skilled and entry level:
    - a. Skilled
      1. Drug Free
      2. Able to perform job duty
      3. Proficient in basic math, reading and writing skills
      4. Demonstrated craft proficiency and experience
      5. Reliable, honest and willing worker
    - b. Entry Level
      1. Drug Free
      2. Able to perform job duty
      3. Reliable, honest and willing worker

In addition, any participant that is hired during the life of this project must adhere to Contractor or the trade contractor's employment standards.

5. Provide quarterly workforce reports as stated under the section of this plan titled, 'Reporting Requirements'
6. Contractor or the trade contractors will provide appropriate safety items and tools for new hires recruited through the Durham JobLink
7. Establish a "system" assigning candidates to jobs that match their experience level and skills

## REPORTING REQUIREMENTS

Contractor shall deliver to the City a quarterly report within 45 days after the close of the preceding calendar quarter that reflects the following information for the immediately preceding calendar quarter:

1. Job openings during quarter
2. Number of hires during the quarter
3. Number of jobs and job openings from jobs listed with the Durham JobLink
4. Number of referrals received from the Durham JobLink
5. Number of referrals from the Durham JobLink that were interviewed
6. Number of hires from the Durham JobLink referrals
7. Types of Positions Listed with Durham JobLink Per Quarter
8. Quality of Referrals Received from Durham JobLink per Quarter (Satisfactory, Unsatisfactory, NA. If unsatisfactory feedback is requested)
9. Reports should be comprehensive and cumulative for the duration of the contract. Reports should indicate timeframes for quarters represented and should reflect quarterly and cumulative totals for relevant data.

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**Name**  
**Title**  
**Name of Company**

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**Date**

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**Name**  
**Title**  
**Name of Company**

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**Date**

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**Kevin Dick**  
**Director**  
**Office of Economic & Workforce Development**  
**City of Durham**

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**Date**